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Drake Library Annual Reports

Drake Memorial Library

7-7-2010

2009-2010 Drake Memorial Library Annual Report

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**Drake Memorial Library
Annual Report
July 7, 2010**

Compiled by M. J. Orzech in collaboration with R. Cushman, P. O'Sullivan, J. Smathers and
Drake librarians/staff

Drake Memorial Library

A. Executive Summary

Summary of unit's strengths

- A strong dedication to serving the needs of students and faculty.
- Dedicated and stable staff.
- Good Library technology infrastructure and systems.
- Close working relationship with other LITS staff leading to projects such as the Banner Ordering Module, new LITS webpage, ETC workshops.
- Noteworthy stewardship by knowledgeable staff to stretch limited budget.
- Planning ahead, strong interest in the design of library renovation and services.

Summary of unit's weaknesses

- Ongoing uncertainty about budgets.
- \$104,187 budget reductions negatively impacting resources the library provides. Further complicated by the lack of state budget hurting planning for FY2010-2011.
- Pre-tenure anxiety is occasionally expressed by otherwise effective staff.
- Staff reductions being effectively handled short term, but will negatively impact services without replacement by fall 2010.

Summary of unit's opportunities

- 175th Anniversary provides opportunity to showcase enhanced College archives area for research and scholarship; Cowling half-time re-assignment in Archives will provide time for transition planning, completion of some existing projects and start of new ones.
- Tech Services physical rearrangement provides opportunity to impact how staff work together.
- Budget cuts are driving change in repositioning the library's journal collection (more fine-tuned to campus need, online options, etc.).
- Working through new Serials realities means budget and embargo changes offers new opportunity to work with departmental faculty.
- Loss of .5 clerk in Circulation offers opportunity to re-think responsibilities, workflow and services.
- MISO comments, audit remarks and other input provide some positive suggestions for operational improvements.
- This year, working with facilities, library has opportunity to plan for library renovation in next capital construction cycle.

Summary of Unit's Challenges:

- Budget: Library continues to streamline services but requires ongoing commitment to retain expected service levels.
- Staffing: Maintain staff stability in light of retirement incentives; complete search for evening library supervisor as soon as possible.
- Services: NYLINK's departure, OLIS cuts (e.g., Syndectics), etc., mean that library services must continue evolving.

B. Annual Report Narratives

1. Goals and Five-Year Vision

Accomplishments on current year's goals

- AquaBrowser implemented.
- Library instruction classes increased 25%.
- LITS website updated.
- LibStats implemented.
- Successful SUNYLA conference held at Brockport.
- Collection Management moved to make way for the Archives expansion.
- Taylor & Francis journal package obtained. -Converted 38 individual titles for a package containing 1221 titles with additional \$20,000 cost covered by print cancellations from embargo titles -Reduced Copyright Clearance Charges.
- Shifting of Current Serials following reduction of 104 print titles.
- Migration of Serials ordering data from Excel into Aleph Acquisitions.
- Significant Microfilm Room consolidation and weeding.
- Started work towards collecting Serials usage statistics via bar codes by scanning upon reshelving.

Goals for the coming academic year

- Prepare for Middle States.
- Participate in ongoing LITS strategic planning.
- Contribute to 175th College Anniversary.
- Technical Services review of workloads, cataloging policies.
- Reference: work on service re-design, including study of reference desk hours and staffing patterns.
- Circulation: re-write money handling procedures. Revamp all statistical forms. Take over room scheduling.
- ILL: assume scanning of materials for reserves, working out a joint workflow with circulation that makes more use of student staff.
- Evening supervisor: hire and train; refine night time services to be more in line with student expectations.

- Overall: conduct focus groups on student expectations of library services and the library web page.
- Serials: Implement a successful rollover of serials budgets in Aleph.
- Decrease standing orders by having liaisons and reference department review each title as it is received, and providing circ stats where applicable.
- Implement new policy for non-renewal of journals subscriptions covering one-year gap in database coverage, effective 1/1/2011.
- Discuss reallocation of any funds resulting from above.
- Begin barcoding bound serials upon return from bindery, effective 7/1/10.
- Review workloads and performance programs.
- Review Nursing Serials with an eye towards the increase in requests from Undergrad Nursing Students. Consider excluding Nursing from 1 year embargo policy.

Your brief and realistic vision for your unit five-years out (e.g., maintenance of current status or any new goals/objectives/initiatives you are developing)

- Working within LITS, continue to ensure library resources and services are aligned to best meet needs of students, faculty and students.
- Build on Library as center for scholarly communication and curator of local content (both paper and online).
- Plan for future of library's physical and digital presence.

2. Faculty and Staff Status and Accomplishments

Scholarship

This year, Drake hosted SUNYLA, the SUNY Librarians Association Conference at Brockport. This conference provided a huge uplift in the number of professional development presentations by librarians and staff enabling networking and sharing of best practices.

Peer-reviewed publications/scholarly products

Non-exhaustive list includes:

Little, J. "Cognitive Load Theory and Library Research Guides"

Internet Reference Services Quarterly, Volume 15 Issue 1, January 2010 , p. 53 - 63.

<http://dx.doi.org/10.1080/10875300903530199>

Little, J., M. Fallon, B. Balzano, D. Halquist, J. Dauenhauer. "Interdisciplinary Collaboration: A Faculty Learning Community Creates a Comprehensive LibGuide", Forthcoming in *Reference Services Review*.

Several book and media reviews were published by librarians; many presentations were made by library staff.

Performances, exhibits, other creative activities

Books

Honors and Awards

Grants

Gigliotti, M.J. RBDB grant continuation for digitization of glass plate negatives.

Jennifer Little, Pam O'Sullivan and Logan Rath participated in the LILAC grant, a regional program to encourage librarians who are new to library instruction.

Orzech, M. J. , and Ames, D, "100 Books for Understanding Contemporary Japan," Sponsored by Nippon Foundation.

Orzech, M. J. and Maxwell, P. The Brockport Big Read. National Endowment for the Arts. Spring 2010. \$15,000.

Teaching/Services

Awards Received

Notable achievements/innovations in teaching and/or service

217 classes taught. Number of students taught increased from 4,000 in 08-09 to 4,993 in 09-10 (25% increase).

Status

Faculty & Staff numbers/needs

- Evening library supervisor search is expected to be completed by early fall.
- Concern has been expressed about library assistance for Visual Studies Workshop.

Professional development activities/needs

- Library has the opportunity to take and teach new workshops on how to use e-readers, iPads, etc. and for subsequent discussion on how they may be used by students and faculty. A number of librarians will be involved in a faculty learning community on this and other topics this year.
- Some MISO comments suggest staff may benefit from customer skills refresher. Public Services staff will be asked to attend to customer skills webinars July 2010.

- June 2010 audit of cash controls identified need for reminders about privacy and confidentiality, locking PCs when away for more than 15 minutes, more frequent management review of college and library policies with staff.
- Cross-training is encouraged to improve depth in staff expertise.

Departmental morale; factors influencing morale

- NYS Budget woes are worrisome and provide both laugh and cry moments.
- Library hosted a number of receptions (Japan books, Walter Oleszek book signing), displays/exhibits (Postcards from the Moon-freshman reading, Banned Books, America Recycles Day, Uncommonly Creative Student art posters), and Big Read Events (e.g., clay demonstration, book discussions) that helped to break routine and spotlight library in new ways.
- Drake Faculty Staff Association implemented new events, e.g., well-received Chili cook-off, Cinco de Mayo pot luck, Haiti bake sale, etc.
- Several library staff participated in college-sponsored and other wellness activities, e.g., Chase Corporate Challenge, etc.
- The teamwork required for successful SUNYLA conference provided a sense of accomplishment and pride for everyone. Hope is to continue and build on the positive benefits and good ideas from the conference into next year and beyond.

Other

3. Student Information

Accomplishments, awards, or other indices of student success

- Library continues awarding Cornell and Wells Awards.
- Students participation in Big Read noted (e.g., those who did the radio drama, dance, ceramics, foreign languages). Several library work study students took part in activities.

Student numbers and enrollment trends in your area; plans to increase/decrease – NA

4. Curriculum

Significant curriculum changes accomplished this year (new courses/programs)-NA

Plans to change/update curriculum in near future; efforts to include diversity in curriculum – NA

Indices of quality/rigor of curriculum; current or changing entrance requirements- NA

5. Facilities and Equipment

Status of current facilities and equipment

- Equipment is upgraded on regular cycle (3-5 years).
- Library wireless being upgraded.
- PC Backup enhanced this year through external hard drives.
- Planning underway for upgrading facilities as part of campus-wide facilities master planning.

Quality of the learning environment in your area

- Dropped ceiling and teacher's station being installed in Kiefer Room to improve acoustics and provide better teaching/learning environment.
- Quiet Study Room has been successful.
- Top floor small computer lab (224) always has someone utilizing it, even in summer.

Use and/or advances in use of technology

- Large screens available in top floor library seminar rooms.
- Kindle loan program piloted.
- E-reader program will be expanded in 2010-2011.

Plans for change, and/or critical needs in your area

- Library is being included in campus-wide renovation planning effort to renovate interior of Drake after 2014.
- Better options for users with mobile devices for logging onto the wireless network.
- Flexible inviting study spaces for students -both individually and in groups.
- Need has been expressed for more private office space for Reference and other librarians.

6. Assessment and Accreditation

Assessment projects completed or on-going (Required: attach a copy of the yearly departmental assessment report as appendix-not included in narrative page count)

- Conducted MISO (Merged Information Services Organization) survey during Spring 2010.

Activities pertaining to program accreditations (if applicable) - NA

7. Diversity/Inclusion

Faculty diversity (hiring, including Presidential Fellows)

Students (recruitment/retention efforts related to diversity/inclusion)

- Drakes continues its commitment to hire a diverse student and professional staff.

Conferences, workshops, or programs held or attended

- Library poster display at Brockport Diversity Conference, September 2009.
- Orzech, M. J., O'Sullivan, P., "Diversity ideas in action in an academic library: First steps." Poster session presented at NYLA Conference, Niagara Falls, NY. (October 15, 2009).
- Orzech, M. J., O'Sullivan, P., "Encouraging diversity in an academic library." Poster session presented at "Blowing out the walls: Information literacy beyond the traditional library", WNYO/ACRL, East Aurora, NY. (October 28, 2009).

Other work with under-represented populations

Friend-raising or fund-raising activities (with alumni and/or others)

Friend-raising:

- Presented "Mornings with the Professors" event related to the Brockport Big Read, March 9, 2010.
- Reception and display of Japanese books with Dr. Margaret Ashida and Janet Johnson, December, 2009.
- Display and book signing for Dr. Walter Oleszek, Commencement Speaker, May 2010.

Fund-raising:

- Library coordinated SEFA college campaign, Fall 2009; raised \$62,000 with 44% participation.
- Library contributed basket for Faculty Staff Annual Campaign.

External relations developed or maintained

- Partnership with Brockport environmental sustainability efforts developed through recycling event, Fall 2009; including Girl Scout display related to recycling.

Community service and work with community-based groups

- Library annual book sale.
- Library provided volunteer readers and storytellers in area schools/libraries.
- Rotary Literacy donation for Big Read refreshments, Migrant Ed Program and other.

Appendices

Integrated Public Services

Technical Services

Library Technology Services

**Integrated Public Services
Pam O'Sullivan**

REFERENCE AND INSTRUCTION

STATISTICS:

- Reference: Total ref desk questions: 9930 (2693 student, 6271 librarian, remainder from print forms in use prior to adopting LibStats beginning fall '09.) This is lower than previous year possibly due in part to the adjustment period of converting to LibStats.
 - The busiest hours, in order: 2-3pm, 3-4pm, 11-12pm, 1-2pm, 4-5pm. (It was similar for students, except that 5-6pm was their busiest, since we aren't there then...)
 - Busiest days: Tuesday(21.5%), Monday(20.3%), Wednesday(19.6%), Thursday(16.1%)(% of total questions answered)
 - Busiest days (patron count): Monday (21%), Tuesday and Wednesday tied (19%). Saturday is by far the least busy, accounting for only 7% of the patron count.
 - Format: walk-up 79%, IM 13%, phone 8%.
- Instruction:
 - Total number of classes: 217
 - Total number of students: 4993 (approx 20% increase over 4000 in 2008-09)

ACTIVITIES:

Charlie Cowling

- Accepted & served first year as member of the campus Budget & Resource Committee.
- Active participant in RRLC Single Service Point Task Force.
- Continued with commitment to offering professional reference desk service, providing "just in time" help with over 1200 questions.

Lori Lampert

- Attended NYLA
- SUNYLA Local Arrangements Committee
- Weeding federal microfiche project

Jennifer Little

- Published article, "Cognitive Load Theory and Library Research Guides." *Internet Reference Services Quarterly*.
- Attendance at the CLIR Undergraduate Research Practices Workshop at NYU
- Strong library instruction numbers, slightly higher than the previous year and good representation for the Academic Planning Seminar, GEP100.
- Active member and presenter for LILAC, a grant-funded series of instructional workshops for librarians who do classroom instruction.

Mary Jo Gigliotti

- Celt Presenter - Teaching and Researching the Local, November 6, 2009
- Created a master index of Normalia and Stylus 1900-present to load on the Archives Web page.

- Supervised the scanning and OCRing of 80 issues of the Normalia from 1900-1908 and 20 issues of the Stylus from 1914-1919 and loaded them on the Finger Lakes Genesee River Valley Heritage (CONTENTdm) site at <http://www.flgrvh.org>

Greg Toth

- Initiated review of use of BIP subscription, determined from surveying staff was no longer needed, money freed up allowed purchase of several sought after online resources.
- Extensive weeding in literature holdings.
- Served on RRLC Shared Database Committee.

CIRCULATION

STATISTICS

- Total items circulated: 69297 (total for 2008/2009: 64,049). Circulation for the most recent academic year rose by 5248 items, or about 7%.
- Reserve materials circulated (includes DVDs, anatomy models, cameras, etc.): 12,209
- Fine monies collected: \$15,822.81
- Lost Book payments collected: \$2, 857.78
- Total patron count: September 2009 – June 2010: 252,452 (vs. 254,968 in 2008-09).

ACTIVITIES

Robin Catlin

- Committees:
 - Strategic Planning – Space Planning Committee
 - Library – Publicity and Marketing Committee
- Workshops and Webinars:
 - 9/21/09: Aquabrowser (Pat Maxwell)
 - 4/21/10: Digitizing Technologies (Digital Library Systems Group)
 - 6/8/10: E-Resources: Beyond SUNY Connect (Power of Tuesdays)

Diane Hoy

- Committees:
 - Working Groups – Digital Collections
 - Strategic Planning – Student Training
 - Library – Staff Development
- Workshops and Webinars:

- 9/21/09: Aquabrowser (Pat Maxwell)
- 10/29/09: Kindles (Jennifer Little)
- 3/2/10: Critical Thinking (Elizabeth Halpern, full day @ RPC)
- 3/3/10: Take Control of Your Time (@ DOT Jefferson Rd.)
- 3/3/10: Taming Your Tasks (@ DOT)
- 4/21/10: Digitization Technologies (Digital Library Systems Group)
- 6/29/10: Capitalizing on Expertise Across SUNY: Cataloging & Digital Initiatives (Power of Tuesdays)
- Conferences:
 - 6/9/10 – 6/11/10: NYSLAA (Corning, NY)
- Library/College Volunteer:6/16/10: SUNYLA help

Anna Rupert

- Committees:
 - Working Groups – ITS Integration
 - Strategic Planning – Student Training
 - Library – Publicity and Marketing
- Workshops and Webinars:
 - 9/21/09: Aquabrowser (Pat Maxwell)
 - 10/29/09: Kindles (Jennifer Little)
 - 3/2/10: Critical Thinking (Elizabeth Halpern, full day @ RPC)
 - 4/21/10: Digitization Technologies (Digital Library Systems Group)
 - 6/15/10: The Future of the Academic Librarian (Power of Tuesdays)

Shirley West:

- Committees:
 - Working Groups – Big Read
 - Strategic Planning – Student Training
 - Library – Environment Committee
- Workshops and Webinars:
 - 8/20/09: CPR/AED Training/Certification
 - 10/29/09: Kindles (Jennifer Little)
 - 12/15/09: Managing Change (Deborah Lamphron)
 - 3/2/10: Critical Thinking (Elizabeth Halpern, full day @ RPC)
 - 5/25/10: Herbs 101 (COSAC)
 - 6/22/10: SUNY Libraries as Community Partners (Power of Tuesdays)
- Conferences:
 - 9/17/09: Sharing the Dream – 2009 Diversity Conference (on campus)
 - 6/9/10 – 6/11/10: NYSLAA (Corning, NY)
- Library/College Volunteer
 - 8/28/09: Move-In Day (half day moving in new freshmen)

- 6/15/09 – 6/16/10: SUNYLA help

INTERLIBRARY LOAN

STATISTICS

- Copyright Clearance Center costs: \$1568.52
- Interlibrary Loan Fee Management (IFM) activity:
 - We paid \$7,222 in fees to other libraries for 539 items.
 - We received \$10,090 in fees from other libraries for 843 items
 - We netted \$2,868, which was applied to Drake Library's NYLINK bill.

| | |
|---------------------------|--------------|
| Borrowing: | |
| Copies | 3813 |
| Loans | 2600 |
| Cancelled Requests | 1280 |
| Total Borrowing | 7693 |
| | |
| Lending: | |
| Copies | 5308 |
| Loans | 7343 |
| Cancelled Requests | 4777 |
| Total Lending | 17428 |
| | |
| Document Delivery: | |
| Copies | 1951 |
| Loans | 357 |
| Total Doc Del | 2308 |
| | |
| Total ILL Activity | 27429 |

MetroCenter Library

Fall 2009 began the 3rd year of having a full-time librarian (L. Hacker) at the MetroCenter.

Hours: M-TH, noon – 7pm.

ILL function moved from MetroCenter secretarial location to MetroCenter library; drop box for returning materials installed outside MetroCenter library.

Statistics Comparisons from 2007-2010:

| MetroCenter | 2007-2008 | 2008-2009 | 2009-2010 |
|-------------------------------|-----------|-----------|-----------|
| Courses Taught | 16 | 19 | 14 |
| Mini-Intro Courses | 10 | 39 | 50 |
| Research Consultations | 23 | 23 | 31 |
| Telecourses Viewed | 17 | 28 | 22 |

Technical Services Annual Report
Jennifer Smathers

Overall Department Management

Held monthly meetings to discuss department activity
Continued transition of appropriate processing tasks to student staff
Designated R. Cousins as back-up supervisor for students who work on processing materials
Ongoing revision of processing manual
Implemented OCLC holdings update at the point-of-order
Collection Management move to make room for Archives completed
Door to storage room planned, to be completed July 2010

Goals – 2010-2011

- Review of Cataloging Policies
- Review of Workflow
- Digital Thesis Workflow Implementation

Acquisitions Department

Banner Ordering Module Fully Implemented
Out-of-Print purchases eliminated except for special projects
Ongoing participation in C4D Project
Participation in SUNYONE Collection, Purchase on Demand Cooperative Project
Planned for and reacted to mid-year 10% budget holdback

- Total held back from 860405 \$104,187

Total expended on library materials, databases, copyright fees, ILL on demand, searching: \$785,051
(including grant & foundation funds)

- 3% fewer State funds were expended in 2010 = \$743,994
- Media expenditures fell 2.8% = \$29,056
- Book expenditures fell 14.2% = \$126,291
- Serials/Databases expenditures rose 3.7% = \$623,515

Arranged for and monitored Alexander Street Press streaming media trials

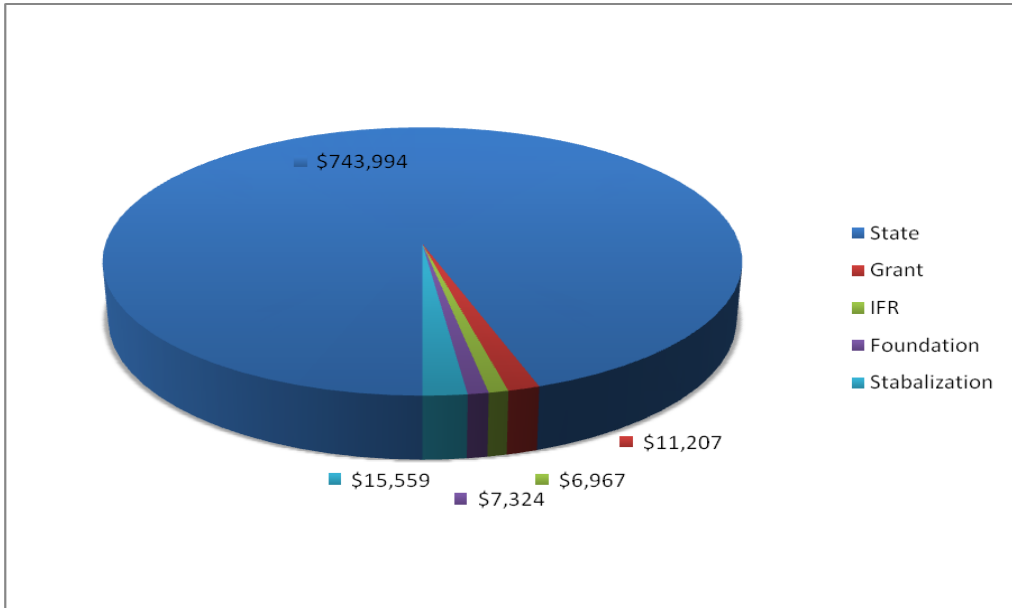
OCLC Expenditures for Cataloging ILL services through May \$36,856

Goals – 2010-2011

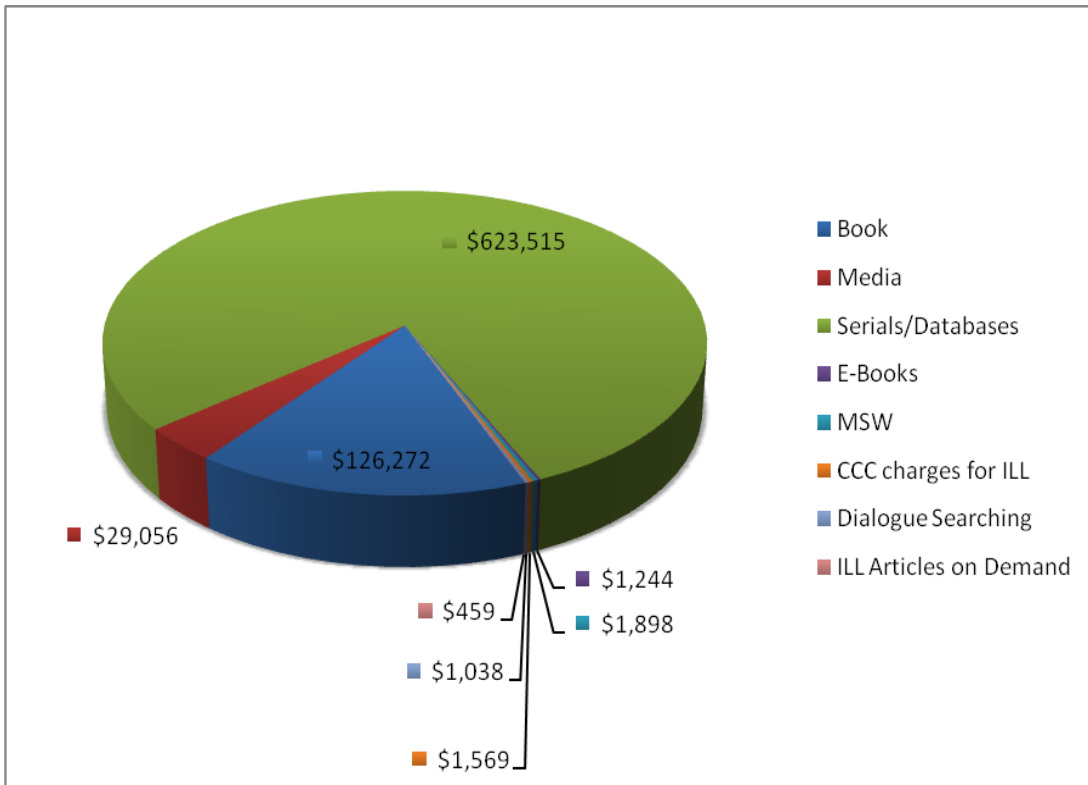
- Banner Ordering Module to include WorldCat API data
- Meetings with departments to share Acquisitions procedures and build rapport
- SUNYONE Collection pilot seen to completion
 - Backup workflows put in place for ordering SUNYONE selected titles

- C4D Unconference & Response to Directors' Charge

Materials/Database Expenditures by Funding Source:

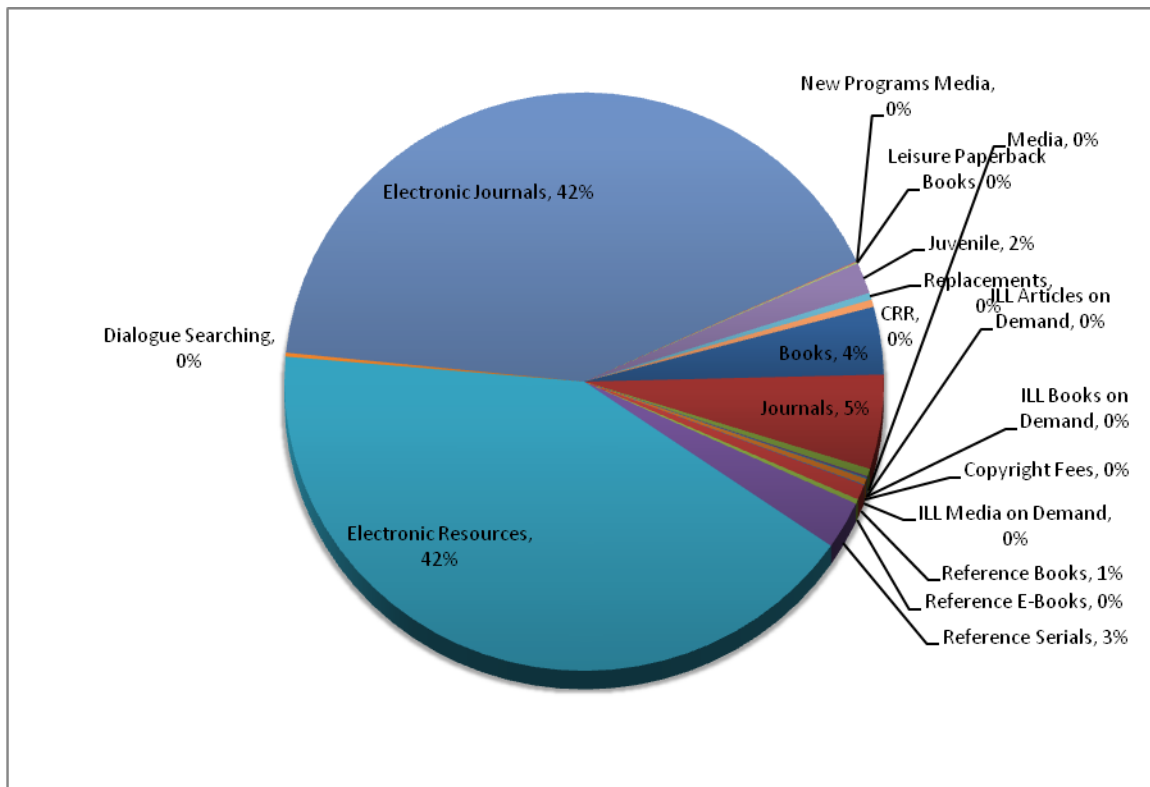


Payments by Type:

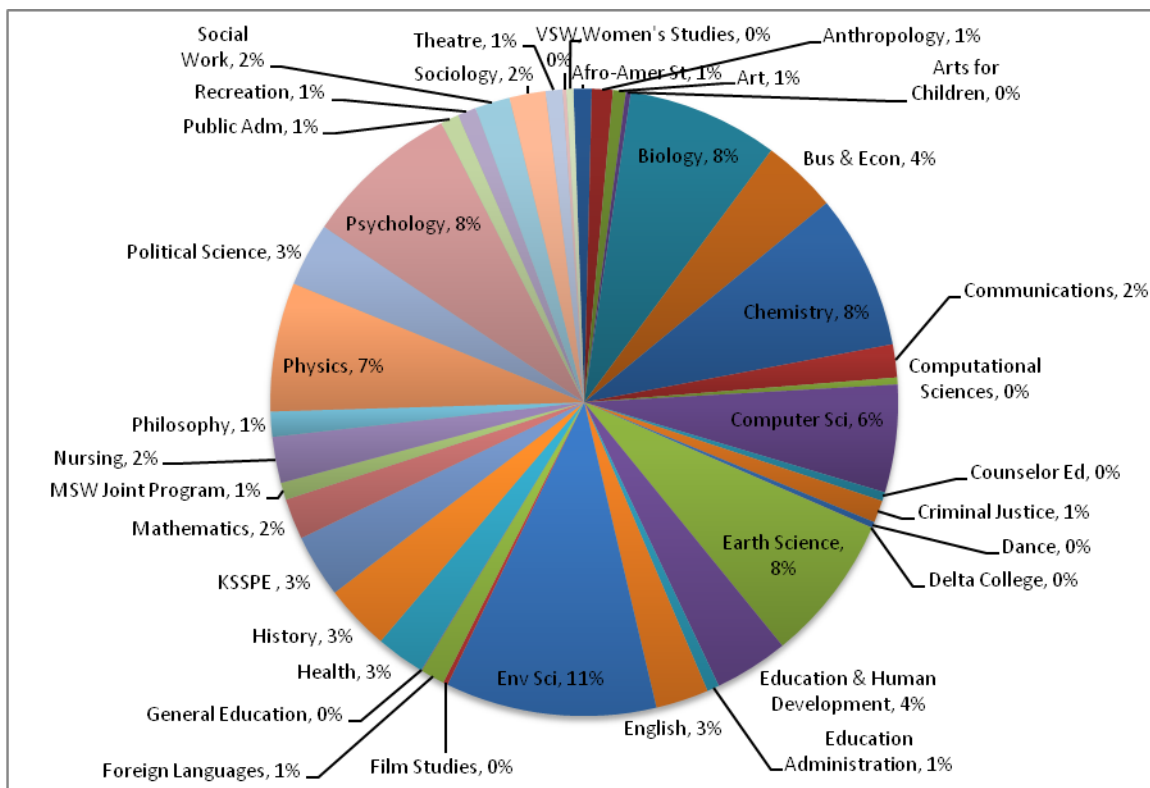


Non-Departmental Allocation Library Expenditures

| Fund | Budget | Encumbered | Expended | Balance | % |
|-------------------------|---------------|-------------------|-----------------|----------------|----------|
| Books | 18,662.00 | 175.31 | 17,780.37 | 706.32 | 96.2 |
| Journals | 23,942.00 | 293.31 | 24,805.65 | -1,156.96 | 104.8 |
| Media | 4,500.00 | 1,032.20 | 2,015.65 | 1,452.15 | 67.7 |
| ILL Articles on Demand | 439.14 | 0 | 458.68 | -19.54 | 104.4 |
| ILL Books on Demand | 250 | 0 | 246.73 | 3.27 | 98.7 |
| CCC costs | 5,005.00 | 0 | 1,568.52 | 3,436.48 | 31.3 |
| ILL Media on Demand | 205.86 | 0 | 219.84 | -13.98 | 106.8 |
| Reference Books | 5,656.30 | 0 | 3,942.47 | 1,713.83 | 69.7 |
| Reference E-Books | 1,243.70 | 0 | 1,243.70 | 0 | 100 |
| Reference Serials | 14,200.00 | 3,217.99 | 12,536.53 | -1,554.52 | 110.9 |
| Electronic Resources | 194,370.00 | 1,184.26 | 196,737.71 | -3,551.97 | 101.8 |
| Dialogue Searching | 1,240.00 | 0 | 1,037.87 | 202.13 | 83.7 |
| Electronic Journals | 193,130.00 | 1,184.26 | 195,699.84 | -3,754.10 | 101.9 |
| New Programs Books | 1,600.00 | 0 | 0 | 1,600.00 | 0 |
| New Programs Media | 400 | 7 | 264.69 | 128.31 | 67.9 |
| Leisure Paperback Books | 400 | 6.99 | 348.71 | 44.3 | 88.9 |
| Juvenile | 8,584.00 | 49.1 | 8,206.94 | 327.96 | 96.2 |
| Replacements | 2,324.00 | 29.95 | 1,815.57 | 478.48 | 79.4 |
| Career Resource Room | 2,100.00 | 49.71 | 1,951.15 | 99.14 | 95.3 |



Departmental Allocation Expenditures 2010



Departmental Allocations: Books, Media & Journals

| Fund | Budget | Encumbered | Expended | Balance | % |
|-------------------------------|-----------|------------|-----------|-----------|-------|
| Afro-Amer St | 4,901.00 | 15.05 | 4,402.83 | 483.12 | 90.1 |
| Anthropology | 5,233.00 | 24.9 | 5,067.60 | 140.5 | 97.3 |
| Art | 4,649.00 | 82.62 | 3,103.94 | 1,462.44 | 68.5 |
| Arts for Children | 1,721.00 | 53.32 | 1,192.83 | 474.85 | 72.4 |
| Biology | 44,691.00 | 1,318.32 | 36,548.57 | 6,824.11 | 84.7 |
| Bus & Econ | 18,809.00 | 661.21 | 18,233.51 | -85.72 | 100.5 |
| Chemistry | 36,246.00 | 123.53 | 37,529.78 | -1,407.31 | 103.9 |
| Communications | 9,754.00 | 119.05 | 7,982.81 | 1,652.14 | 83.1 |
| Computational Sciences | 1,642.00 | 0 | 1,689.33 | -47.33 | 102.9 |
| Computer Sci | 25,143.00 | 158.61 | 26,013.11 | -1,028.72 | 104.1 |
| Counselor Ed | 4,144.00 | 772.05 | 2,142.97 | 1,228.98 | 70.3 |
| Criminal Justice | 7,851.00 | 683.61 | 5,388.13 | 1,779.26 | 77.3 |
| Dance | 4,119.00 | 299.57 | 1,441.29 | 2,378.14 | 42.3 |
| Delta College | 200 | 0 | 38.84 | 161.16 | 19.4 |
| Earth Science | 36,302.00 | 739.58 | 35,566.91 | -4.49 | 100 |
| Education & Human Development | 20,103.00 | 828.04 | 17,948.29 | 1,326.67 | 93.4 |
| Education Administration | 3,503.00 | 14 | 2,953.89 | 535.11 | 84.7 |
| English | 15,986.00 | 330.64 | 12,806.28 | 2,849.08 | 82.2 |
| Env Sci | 45,327.00 | 570.15 | 51,051.99 | -6,295.14 | 113.9 |
| Film Studies | 2,170.00 | 0 | 1,111.83 | 1,058.17 | 51.2 |
| Foreign Languages | 6,685.00 | 484.24 | 5,915.34 | 285.42 | 95.7 |
| General Education | 200 | 0 | 146.22 | 53.78 | 73.1 |
| Health | 12,427.00 | 111.36 | 11,875.12 | 440.52 | 96.5 |
| History | 22,066.00 | 342.55 | 15,942.12 | 5,781.33 | 73.8 |
| KSSPE | 16,148.00 | 279.51 | 15,275.71 | 592.78 | 96.3 |

| | | | | | |
|--|------------|----------|-----------------|--------------|--------|
| Mathematics | 9,955.00 | 213.2 | 9,850.95 | -109.15 | 101.1 |
| MSW Joint Program | 5,249.00 | 38.4 | 4,162.69 | 1,047.91 | 80 |
| Nursing | 11,647.00 | 53.06 | 11,132.07 | 461.87 | 96 |
| Philosophy | 7,877.00 | 690.82 | 6,110.46 | 1,075.72 | 86.3 |
| Physics | 31,863.00 | 113 | 31,206.02 | 543.98 | 98.3 |
| Political Science | 16,235.00 | 256.13 | 15,375.65 | 603.22 | 96.3 |
| Psychology | 40,842.00 | 425.05 | 37,661.40 | 2,755.55 | 93.3 |
| Public Adm | 5,047.00 | 54.02 | 4,438.45 | 554.53 | 89 |
| Recreation | 4,664.00 | 68 | 4,443.39 | 152.61 | 96.7 |
| Social Work | 10,183.00 | 90 | 8,462.15 | 1,630.85 | 84 |
| Sociology | 8,727.00 | 112.94 | 8,725.07 | -111.01 | 101.3 |
| Theatre | 4,421.00 | 126.52 | 4,095.01 | 199.47 | 95.5 |
| VSW | 1,200.00 | 0 | 887.6 | 312.4 | 74 |
| Women's Studies | 2,441.00 | 6 | 1,676.91 | 758.09 | 68.9 |
| Spending frozen after Budget Holdback | 510,371.00 | 10259.05 | 469,597.06 | 30514.89 | 94.02% |
| | | | Total Expended: | \$469,597.06 | 92.01% |

Serials Department – May 2010

Taylor & Francis journals

- 38 individual title subscriptions were converted to two separate online packages, containing 1221 titles
- additional cost of \$20,000 was funded by various title cancellations
- new e-journal collections represent high-use titles in science/technology and social science/humanities
- reference department reported widespread use of new titles in library instruction courses
- interlibrary loan department reported overall cost savings on annual Copyright Clearance charges

AIP journals

- American Institute of Physics offered e-journal package
- renewal of Journal of Applied Physics plus \$500 gained access to eight additional titles

Project Muse

- library plans to fund once English dept special funds exhausted
- allowed for cancellation of nineteen separate journal subscriptions

Embargo periods

- departmental library liaisons were notified of new purchasing guidelines
- 6-month embargoes effective 1/1/2010
- 12-month embargoes effective 1/1/2011

Aleph migration – serials acq

- vendors, bibs and aleph subs already present, for the most part
- databases were added to above
- new orders created for every invoice

Microfilm room consolidation

- suggested by Lori Lampert during gov docs + general mic weeding
- good time to combine reduced mic.1 and mic.2 – journals and newspapers
- new A-Z shelf list, shift/consolidation, new drawer labels, corrections to aleph and Worldcat holdings

Usage statistics

- Pat Maxwell, systems librarian, launched inventory system for current issues
- barcodes assigned at title-level, and scanned upon re-shelving
- serials department staff trained on how to collect, import and report usage statistics

Miscellaneous

- large number of print title cancellations (502, down from 606) called for shifting the Main Floor Current Issues collection
- S. Perry and other librarians increased campus outreach via CELT events
- R. Cousins, library assistant, provided backup coverage to ILL department
- dedicated e-mail address (journals@brockport.edu) continues to be of value.

Problem reports to journals@brockport.edu for June 2009 – May 2010, are as follows:

| Issues reporter | Serials Solutions edits | Aleph record edits | Subscription | Publisher | IP | EZ Proxy | Database | WorldCat settings | WorldCat/IDS | Other |
|-----------------|-------------------------|--------------------|--------------|-----------|----|----------|----------|-------------------|--------------|-------|
| 33 | 14 | 3 | 3 | 1 | 0 | 0 | 8 | 3 | 0 | 6 |

Several of the e-mails were direct from library users. The six “other” requests were holding updates from Lori Lampert during microfilm weeding project.

Goals – 2010-2011

- to have a successful rollover of serials budgets in Aleph.
- decrease standing orders by having liaisons and reference dept review each title as it is received, and providing circ stats where applicable.
- implement new policy for non-renewal of journals subscriptions covering one-year gap in database coverage, effective 1/1/2011.
- discuss reallocation of funds resulting from above.
- begin barcoding bound serials upon return from bindery, effective 7/1/10.
- review workloads and performance programs.
- review nursing journals in light of increased undergraduate student requests via ILL.

Collection Management

MISSION

To provide, through managing the Library's collections, a library experience for members of the campus community that is seamless, self-sufficient, and satisfies their curricular information needs.

PERSONNEL

Debra Ames, Librarian

Susan Saladyga, Library Assistant

3 Student Assistants:

| | |
|--|---------------|
| Heather Kleinschmidt (Abebooks: pricing/inputting) | 10 hours/week |
| Amanda Borden (book pulling, labeling, etc., processing withdrawals) | 10 hours/week |
| Keith Mottley (book pulling, labeling, etc., processing withdrawals) | 10 hours/week |

| | |
|-------------------------|----------------|
| 1 School-Year Volunteer | 10 hours /week |
|-------------------------|----------------|

Tim Evans (book pulling)

2 Summer Volunteers

| | |
|--|---------------|
| Amanda Buckner (Abebooks: pricing/inputting) | 20 hours/week |
|--|---------------|

| | |
|---|---------------|
| Ryan Pask (M's: weeding, searching, pricing, inputting into Abebooks) | 20 hours/week |
|---|---------------|

PROJECTS

CATALOGING

- Work closely with Pat Maxwell to correct/upgrade our cataloging records and Aleph, on many projects.
- Cataloged the English (PR/PS) replacement items, adding original publication dates and summaries to each record.
- Recataloging our eBooks/eVideos/eDocuments to the correct Electronic resources format records.
- 10,100 titles were cataloged from June 2009-May 2010. For greater detail, see attached *New titles/Items Added/Processed, FY 2009-2010*. More detailed *Monthly Cataloging Statistics, 2009/10* are available from Library ANGEL webpage.

COLLECTION DEVELOPMENT

- Storage Collection: added 3,818 titles in the Storage collection.
- Added 81 media titles (VHS/DVD/CD/CD-ROM/Games/Kits) to the JUV collection.
- Collection development to cover the 150% increase in the JUV allocation (increase reflects the percent of our students that are seeking a Teaching Certificate, and the heavy use of the Collection.
- Created the Departmental Budget Allocations for the year, using the "Formula."

COLLECTION EVALUATION

- Continue to evaluate the 75-400 repair books sent down weekly from Circ for withdrawal, replacement, storage, repair, or relabeling. Relabeled approximately 3,000 items. Remainder were sent to Repair or Storage, or withdrawn (many of which were replaced).
- Identified over 40 large sets as targets for withdrawal, obtained agreement from Librarians to proceed.
- Selected books to be purchased using the first annual \$8,000 Foundation Replacement allocation, established to repopulate areas of the collection in need of updating/replacements. See *Collections Count 2005*- spreadsheet attached.

ACCESS TO COLLECTIONS

- Instituted a circulating display ("Rediscover the Classics") of the new literature paperbacks purchased with the English Department special grant. Changed the selection every two weeks.
- Developed, in conjunction with Lori Lampert and Susan Perry, a new classification scheme for microforms, to condense and simplify.
 - Created a Mic.4 call number generally for 19th century periodicals, plus some topical sets of periodicals (Herstory, Early science fiction, etc.) and reclassed, relabeled, reboxed (as needed) and barcoded microfilm from Mic.1, Mic.2, Mic.3, Mic.20, Mic.30-33 into Mic.4.
 - Reclassed, labeled, barcoded all other periodicals from Mic.20 and Mic. 30 into Mic.1
 - Reclassing, labeling, barcoding needed items from Mic.3, Mic.22, Mic.32 into Mic.32 & Mic.33.
 - Reclassing all theses together in Mic. 34 (from Mic.3, Mic.22, Mic.32)

| Mic.# | TimeFrame | Categories (all forms of microtext together in each classification) |
|--------------|--------------------|---|
| | | |
| Mic.1 | Spring 2010 | Serials (Journals, Magazines, Newspapers): from Mic. 1-Mic.2, Mic.20, Mic.30 |
| | | |
| <i>Mic.2</i> | Spring 2010 | <i>Dispersed: to Mic.1, Mic.4</i> |
| <i>Mic.3</i> | <i>BeginSpr10</i> | <i>Dispersed: to Mic.1, Mic.4, Mic.32-34</i> |
| Mic.4 | Spring 2010 | Periodicals (subject sets of primarily 19th century magazines & newspapers): |
| | | from Mic.1, Mic.2, Mic.3, Mic.20, Mic. 30-33 |
| | | |

| | | |
|-------------------------|-------------------|---|
| Mic.20 | Spring 2010 | To Mic.1 (3 titles) |
| Mic.22 | Spring 2010 | Dispersed: Sets: E to Mic.33 ; G to Mic.33 ; Individuals: to Mic.32 (10 titles total) |
| Mic.24 | BeginSpr10 | To Mic.34 |
| | | |
| Mic.30 | Spring 2010 | Dispersed: to Mic.1, Mic.4 |
| Mic.32 (old) | Spring 2010 | Dispersed: to Mic.4, Mic.33, Mic.34 |
| Mic.32 (new) | BeginSpr10 | Individual titles (non-theses): from Mic.3, Mic.22, Mic.32 |
| Mic.33 | BeginSpr10 | Microform sets: from Mic.3, Mic.22, Mic.33 |
| Mic.34 | BeginSpr10 | Theses: from Mic.3, Mic.24, Mic.32, Mic.34 |

COLLECTION USAGE STATISTICS

- Use went up again this year! See *Summary Use Statistics by Collection, 2007/2008-2010*. For more detailed analysis, see attached *Use Statistics by Collection and LC, 2009/2010 (from Library ANGEL webpage)* ; and: *Use Statistics by % of Collection, 2009/2010*.
- The JUV collection, while comprising 3.8% of the total number of books held, accounted for 12% of the book circulations (last year: 11%). It had a 30% circulation rate (circs/number JUV books – higher than last year's 26.38%), while the MAIN&OVR collections had an 8.4% rate.
- VHS is still not quite dead yet, although it is declining. Of the total video circulations, VHS comprised 25% (28% last year) and DVD 75% (72% last year).

WEEDING

- Weeded 41 large sets (2,411 volumes), with approval from all librarians.
- Processed the heavy weeding of the Government documents and Microforms collections by Lori Lampert.
- Major weeding of the first half of the M's by volunteer Ryan Pask (1,978 volumes).
- Continued targeted weeding of PR-PS (1,649 volumes).
- Other call number areas most heavily weeded this year: PN and Q, by Greg Toth and Charlie Cowling.
- Annual total volumes weeded: 67,485 (Books and Media: 13,027 ; Documents and Microforms: 54,468--nearly 100% of which did not have cataloging records). For greater detail on book classifications weeded, see table in Library ANGEL website: *Weeding Statistics 2009/2010*. For

comparison of weeding counts over the last 15 years, see attached table: *Materials Weeded, 1995/96-2009/10* .

| WEEDED COLLECTION | # Vols. |
|------------------------------|----------------|
| DML Collections (exc. below) | 12,768 |
| Media | 78 |
| Microforms & Bound Serials | 4,191 |
| GovDocs (US & NYS) | 50,277 |
| Satellite Collections | 171 |
| TOTAL | 67,485 |

- Donated approximately 4,000 books to Goodwill.
- Donated approximately 100 books to Linda Kent for the EOC Library.

GIFTS

- Received and evaluated 1,689 volumes of gift items.
- Added 383 volumes to our collections.

BOOK SALES

- Earned \$ 27928.15 in online book sales on abebooks.com through the Brockport College Foundation (BCF Books).
- Conducted a Library-benefit book sale in the Library, April 2010. Earned: \$ 1,310.91 (deposited in our Brockport College Foundation account).
- Earned \$ 731.23, June 2009-May 2010, from Better World Books (deposited in our Brockport College Foundation account). Sent them 4,955 books.
- Brockport College Foundation Account: transferred \$ 72,866.26 to Endowed Funds ; spent \$ 14,196.25 on Library purchases.

| BROCKPORT COLLEGE FOUNDATION BOOK SALES | PROCEEDS | EXPENDITURES |
|--|---------------------|---------------------|
| Abebooks.com Sales | \$ 27,928.15 | |
| In-House Sales | \$ 1,310.91 | |
| Better World Books Sales | \$ 731.23 | |
| TOTAL EARNED | \$ 26,621.77 | |
| Transferred to Endowed Funds | | \$ 72,866.26 |
| Replacement books | | \$ 8,000.00 |
| Kiefer Room ceiling | | \$ 4,800.00 |
| Reimbursement (supplies, books) | | \$ 1,116.25 |
| Honorarium for Art Project | | \$ 200.00 |
| Transfer to Wells Award Fund | | \$ 80.00 |
| TOTAL EXPENDED | | \$ 87,062.51 |

ABE BOOKS -- ANNUAL EARNINGS HISTORY

| 2004/05 | 2005/06 | 2006/07 | 2007/08 (to May 31st) | 2008/09 | 2009/10 |
|---------------------|---------------------|---------------------|---|---------------------|---------------------|
| \$ 25,423.50 | \$ 25,577.13 | \$ 24,145.22 | \$ 25,649.51 | \$ 24,201.45 | \$ 27,928.15 |

Cataloging Statistics

FY 2009/10:
June 1-May 31

| MONTH | TOTAL | DML | | | | External | | | | ONL | Orig | Gift | JUV |
|---------------|---------------|----------------|--------------|--------------|---------------|------------|------------|--------------|------------|---------------|-------------|-------------|------------|
| | | Bks/Ser | Media | NYDoc | US Doc | CRR | EOC | Metro | VSW | eTexts | | | |
| June 2009 | 799 | 712 | 11 | | | | 1 | | 30 | 45 | 1 | 7 | 24 |
| July 2009 | 1,260 | 1,058 | 7 | | | 9 | | | 86 | 100 | 77 | 145 | 9 |
| Aug. 2009 | 1,243 | 718 | 64 | | | | 18 | | 322 | 121 | 88 | 79 | 21 |
| Sept 2009 | 1,027 | 839 | 23 | | | | 33 | | 88 | 44 | 18 | 10 | 120 |
| Oct. 2009 | 1,090 | 957 | 43 | | | | | | 20 | 70 | 17 | 31 | 98 |
| Nov. 2009 | 887 | 718 | 90 | | | | 11 | | 3 | 65 | 1 | 89 | 28 |
| Dec. 2009 | 761 | 518 | 46 | | | | 1 | | 33 | 163 | 37 | 13 | 100 |
| Jan. 2010 | 444 | 147 | 53 | | | | 1 | | | 243 | 22 | 6 | 71 |
| Feb. 2010 | 467 | 264 | 80 | | | | | | | 123 | 34 | 17 | 75 |
| Mar. 2010 | 850 | 715 | 73 | | | | | | 41 | 21 | 11 | 52 | 53 |
| Apr. 2010 | 565 | 433 | 15 | | 3 | 4 | 29 | | 2 | 79 | 32 | 41 | 143 |
| May 2010 | 647 | 612 | 22 | | 1 | | | | | 12 | 26 | 29 | |
| | TOTAL | Bks/Ser | Media | NYDoc | US Doc | CRR | EOC | Metro | VSW | eTexts | Orig | Gift | JUV |
| TOTALS | 10,040 | 7,691 | 527 | 0 | 4 | 13 | 94 | 0 | 625 | 1086 | 364 | 519 | 742 |

| | |
|------------------------|---------------|
| TOTAL | 10,040 |
| minus eTexts | 1,086 |
| <hr/> | |
| equals Physical | |
| Items | |
| Total | 8,954 |

Collection Counts 2006-2010

| COLLECTIONS COUNTS: | | VOLUMES | | | |
|----------------------------|----------------|----------------|----------------|----------------|----------------|
| as of May 30 | 2006 | 2007 | 2008 | 2009 | 2010 |
| Books | 476,316 | 469,671 | 476,748 | 478,916 | 470,735 |
| MAIN | 425,267 | 419,683 | 424,980 | 423,375 | 412,255 |
| OVR | 19,452 | 19,345 | 19,634 | 19,455 | 18,175 |
| REF | 8,590 | 8,284 | 8,717 | 8,827 | 8,109 |
| JUV | 18,576 | 18,222 | 19,073 | 18,906 | 19,877 |
| PBK | 1,080 | 604 | 721 | 817 | 713 |
| STORAGE | n.a. | n.a. | n.a. | 3,738 | 7,724 |
| Special Coll'ns | 3,351 | 3,533 | 3,623 | 3,798 | 3,882 |
| Local History | 527 | 569 | 577 | 599 | 617 |
| College Archives (# cat'd) | 266 | 271 | 272 | 273 | 275 |
| Edwards | 461 | 485 | 485 | 498 | 526 |
| Holmes | 168 | 169 | 169 | 171 | 173 |
| Cornell | 342 | 360 | 375 | 403 | 418 |
| Theses (archiv.) | 1,587 | 1,679 | 1,745 | 1,854 | 1,873 |
| MEDIA | 9,341 | 10,787 | 11,606 | 13,154 | 12,885 |
| Videos | 7,669 | 9,212 | 9,964 | 11,423 | 11,021 |
| [DVD] | 799 | 2,219 | 3,158 | 3,874 | 3,799 |
| [VHS] | 6,870 | 6,993 | 6,806 | 7,549 | 7,222 |
| Movies | 1,665 | 2,093 | 2,288 | 2,561 | 2,677 |
| Docum. | 6,004 | 7,119 | 7,676 | 8,862 | 8,344 |
| Audio CDs | 622 | 792 | 838 | 915 | 948 |
| Audio Cassettes | 359 | 468 | 485 | 478 | 461 |
| JUV Media* | n.a. | n.a. | n.a. | n.a. | 298 |
| Kits | 80 | 81 | 82 | 85 | 189 |
| Software | 248 | 142 | 143 | 148 | 160 |
| SOFT, DISK [3.5" sq.] | 86 | | | | 13 |
| CD-ROM [4.75" disc] | 162 | 142 | 143 | 148 | 156 |
| Tests | 164 | 92 | 94 | 105 | 69 |
| LPs | 22 | 0 | 0 | 0 | 0 |
| Slides | 177 | 0 | 0 | 0 | 37 |
| DOCS (# cataloged) | 38,871 | 35,474 | 35,517 | 29,283 | 28,502 |
| US Docs (# cat'd) | 24,974 | 22,801 | 22,809 | 16,369 | 15,845 |
| Paper | 19,363 | 16,357 | 16,365 | 9,942 | 9,851 |
| Fiche [items, not # fiche] | 5,610 | 5,573 | 5,573 | 5,559 | 5,389 |
| Film | 1 | 0 | 0 | 0 | 1 |
| CD | | 871 | 871 | 868 | 604 |
| NY Docs | 13,586 | 12,359 | 12,394 | 12,599 | 12,342 |

| | | | | | |
|---|---------------|----------------|---------------|---------------|---------------|
| Paper | 3,329 | 2,249 | 2,283 | 2,515 | 2,404 |
| Fiche [items, not # fiche] | 10,077 | 9,930 | 9,931 | 9,919 | 9,919 |
| Film [titles] | 180 | 180 | 180 | 165 | 19 |
| Monroe Docs | 261 | 263 | 263 | 263 | 263 |
| Rochester Docs | 50 | 51 | 51 | 52 | 52 |
| COLLECTIONS COUNTS: | | VOLUMES | | | |
| as of May 30 | 2006 | 2007 | 2008 | 2009 | 2010 |
| MICs (# titles cat'd) | 26,978 | 24,168 | 24,168 | 19,706 | 20,304 |
| Microfilm | 9,909 | 7,608 | 7,608 | 8,597 | 7,873 |
| Mic.1-Mic.3 | 5,246 | 3,042 | 3,042 | 4,252 | 3,235 |
| Mic.55 | 4,556 | 4,512 | 4,512 | 4,240 | 4,534 |
| Mic.101,115 | 107 | 54 | 54 | 105 | 104 |
| Microfiche | 13,568 | 13,384 | 13,384 | 9,379 | 10,036 |
| Mic.30-34 | 12,890 | 12,974 | 12,974 | 8,998 | 10,018 |
| Mic.302-307 | 678 | 410 | 410 | 381 | 18 |
| Microopaque | 3,501 | 3,176 | 3,176 | 1,730 | 2,395 |
| Mic.20-24 | 2,834 | 2,559 | 2,559 | 1,352 | 1,759 |
| Mic.211 | 1 | 0 | 0 | 1 | 0 |
| Mic.400s | 666 | 617 | 617 | 377 | 636 |
| SERIALS (Print # titles) | 5,703 | 4,566 | 4,601 | 5,350 | 5,093 |
| Bound* | n.a. | n.a. | n.a. | 4,552 | 4,515 |
| Current/Cafe*/Newspapers | n.a. | n.a. | n.a. | 51 | 31 |
| Microform* | n.a. | n.a. | n.a. | 747 | 547 |
| * Will be overlap (esp. with Bound and Microform) so if added up together, will add up to more than correct total | | | | | |
| OFFICE COLLEC'NS | n.a. | n.a. | n.a. | 345 | 345 |
| ONLINE (cataloged) | n.a. | n.a. | n.a. | 8,977 | 9,014 |
| E-Books | n.a. | n.a. | n.a. | 2,512 | 2,568 |
| E-Journals (cat'd only) | n.a. | n.a. | n.a. | 2,815 | 2,571 |
| E-Documents (cat'd only) | n.a. | n.a. | n.a. | 2,834 | 2,745 |
| E-Videos | n.a. | n.a. | n.a. | 188 | 406 |
| Websites | n.a. | n.a. | n.a. | 628 | 724 |
| "BRANCH" COLL'NS | 27,084 | 24,014 | 24,686 | 25,831 | 26,710 |
| CRR | 767 | 459 | 488 | 525 | 547 |
| EOC | 3,160 | 1,583 | 1,696 | 1,723 | 1,762 |
| Metro Center | 1,161 | 90 | 162 | 190 | 217 |
| VSW | 21,996 | 21,882 | 22,340 | 23,393 | 24,184 |

*Included in counts by Format -- Collection count informational only

Annual Use by % of Collection

| | 2009/10 | | USES AS % | TOTAL VOLS. |
|----------------------------------|---------------|--|----------------|----------------|
| COLLECTION | USES | | OF COLLECTION | COLL'N* |
| BOOKS | 49,360 | | 9.91% | 497,999 |
| Main | 40,293 | | 9.52% | 423,375 |
| OVR | 1,321 | | 6.79% | 19,455 |
| JUV | 5,697 | | 30.13% | 18,906 |
| RBR | 811 | | 57.36% | 1,414 |
| RBR (Personals) | 325 | | 365.17% | 89 |
| PBK | 753 | | 92.17% | 817 |
| REF | 79 | | 0.89% | 8,827 |
| EOC** | 2 | | 0.12% | 1,723 |
| VSW*** | 4 | | 0.02% | 23,393 |
| Storage | 75 | | 2.01% | 3,738 |
| MEDIA | 10,063 | | 70.70% | 14,233 |
| VHS | 1,475 | | 19.54% | 7,549 |
| DVD | 4,425 | | 114.22% | 3,874 |
| RBR VHS/DVD | 752 | | 103.01% | 730 |
| JUV MEDIA | 59 | | 19.80% | 298 |
| VHS/DVD RBR (Personals) | 22 | | 84.62% | 26 |
| KITS | 1,461 | | 1718.82% | 85 |
| AUDIO CD | 687 | | 75.08% | 915 |
| AUDIO CASS. | 64 | | 13.39% | 478 |
| CD-ROM | 50 | | 33.78% | 148 |
| CD-ROM RBR Personals | | | 0.00% | 6 |
| TESTS | 2 | | 1.90% | 105 |
| HEADPHONES | 1,066 | | 5610.53% | 19 |
| SERIALS | 3,422 | | | |
| Bound Current (Jan.-May only) | | | | |
| DOCUMENTS* | 90 | | 0.31% | 28,822 |
| US | 72 | | 0.44% | 16,369 |
| NY | 18 | | 0.14% | 12,453 |
| MICROS. (non-Doc) | 48 | | 0.27% | 17,742 |
| OFFICES | 321 | | | 345 |
| TOTAL | 63,304 | | 11.32% | 559,141 |

* Total cataloged items

** Not inc. EOC Ref

*** Not inc. VSW Rare

Summary Of New Titles Added/ Processed

| FY 2009-2010 | New Titles Added/Processed | Number of Items Processed | # New Titles (item stats compilation) |
|--------------------------|----------------------------|---------------------------------|---|
| BOOKS | | 8,062 | 6,777 |
| MEDIA | | 531 | 385 |
| US Docs | | 17 | 13 |
| NY Docs | | 17 | |
| CRR | | 53 | 38 |
| EOC | | 71 | 33 |
| Metro | | 25 | 23 |
| VSW | | 711 | 606 |
| ONL | | 1,103 | 433 |
| Mic | | 600 | 3 |
| Serials | | 1,697 | |
| Bd. Serials ¹ | | 709 | |
| GRAND TOTAL | | 13,596 | 8,311 |
| JUV Books* | | | 661 |
| JUV Media* | | | 81 |

(*JUV PORTION noted but not included in Books/Media totals because already Counted by LC)

| | | |
|----------------|-----|--|
| OCLC Enhances | 442 | |
| OCLC Originals | 364 | |

Annual Weeding Statistics

| | TOTAL | Books | Media | Docs | Satellite Coll'ns | Bound Journals | Mics |
|------------------|----------------|---------------|--------------|----------------|----------------------|-------------------|---------------|
| 1995/96 | 23,616 | 4,095 | 1,426 | 0 | 187 | 3 | 17,905 |
| 1996/97 | 7,594 | 3,968 | 910 | 0 | 211 | 0 | 2,505 |
| 1997/98 | 6,581 | 3,287 | 1,308 | 191 | 314 | 15 | 1,466 |
| 1998/99 | 9,054 | 6,362 | 38 | 19 | 895 | 13 | 1,727 |
| 1999/00 | 24,000 | 1,205 | 0 | 2 | 157 | 15 | 22,621 |
| 2000/01 | 1,988 | 1,898 | 0 | 18 | 30 | 0 | 42 |
| 2001/02 | 2,082 | 1,712 | 0 | | 272 | 4 | 94 |
| 2002/03 | 2,756 | 2,553 | 0 | 0 | 203 | 0 | 0 |
| 2003/04 | 7,884 | 6,095 | 1,423 | 13 | 80 | 266 | 7 |
| 2004/05 | 60,371 | 8,294 | 148 | 31,238 | 116 | 20,575 | 0 |
| 2005/06 | 32,291 | 2,096 | 1,017 | 27,332 | 320 | 12 | 1,514 |
| 2006/07 | 10,569 | 9,069 | 182 | 17 | 1,280 | 0 | 21 |
| 2007/08 (11 mos) | 9,777 | 7,486 | 54 | 1,215 | 960 | 0 | 62 |
| 2008/09 | 29,668 | 12,484 | 149 | 7,893 | 316 | 3 | 8,823 |
| 2009/10 | 67,485 | 12,768 | 78 | 50,277 | 171 | 0 | 4,191 |
| TOTALS | 295,716 | 83,372 | 6,733 | 118,215 | 5,512 | 20,906 | 60,978 |

Library Technology Bob Cushman

The Library Technology Team experienced a very busy 2009-2010 academic year. Team members were involved in a number of library and campus projects and associated activities. In addition, they found time to present at and attend professional development activities that helped them grow and contribute in their various roles. Here is a summary of the various projects that the team was involved in this past year:

- AquaBrowser (Discovery Tool)
 - This new web-based discovery tool was implemented on-time and available to students and faculty at the start of the Fall semester and replaced the traditional online library catalog as a means to search the Library's collection.
 - A user study and various publicity and workshop events were conducted during the year.
 - Our implementation story was written up in the Oct. 2009 issue of SUNYergy.
 - < <http://www.sunyconnect.suny.edu/sunyergergy/43aquabrowser.htm> >
- ALEPH (Library Management System)
 - Created new workflow to track and respond to patron hold requests.
 - Revised Course Reserve Summary Letters to be sent by email rather than ground mail, saving staff time and easing faculty response time/effort.
 - Established best practices for Aleph-based inventory method, then recruited, trained and supervised 6 student assistants. Statistics thus far: 37% of 537,000 items inventoried with a lost/missing rate of 0.35%, 0.24% error rate, 90 bibliographic records removed from the catalog, and 18 items replaced as a result of being declared missing.
 - Created method to track in-house use of serials using barcode reader and input macro.
- Kindles (e-book readers)
 - Conducted survey for circulation service improvement
- Reference Support
 - Implemented Google Voice to provide reference services via text messaging
 - Implemented LibStats
- LITS Website
 - Participated in design and implementation of the new LITS website.
 - Maintained and updated tabbed boxes on the Library web page to facilitate searching.
- Lecture Capture Pilot
 - Provided user and server support for the two lecture capture applications in the pilot:
 - Camtasia Relay
 - Relay has become popular with SLN instructors and has been heavily used this summer.
 - Echo360
 - Has proved useful when video capture is required and has been used successfully outside of the classroom. In particular, the SUNY Global

Workforce Project teleconferences and the SUNYLA Keynote speaker were both recorded with Echo360.

- iTunes U Management and Support
 - iTunes U continues to be useful for both classroom and online courses. It is an ideal tool for courses where the students create and/or need to share content (Communications, for example).
 - An addition to our public iTunes U site is “Sun, Stone and Shadows” (Big Read) related materials featuring radio dramas produced by students and faculty of the Theatre department.
- Streaming Media Management and Support
 - We continue to manage and support the College’s streaming media services.
 - Additions this year include the videos behind the new Flash-based College Virtual Tour and lecture captures too large for Angel. We also continue to add videos from CELT events.
- Angel
 - Designed and implemented a Library “nugget” allowing students and faculty to search Library catalogs from within Angel.
 - Designed and implemented a standard video player environment to support consistent playback of Relay and other videos within Angel.
 - Added library instructional material geared to online learners.
- Campus Mac support
 - Facilitated discovery and acquisition of Apple Education Licensing Program for campus Mac computers.
 - Providing server-side support for Mac Labs.

In addition to project work, the Library Technology Team participated in a number of other activities in support of students, the Library, and the College. Some of these activities include:

- Reference and Instruction Activities
 - Served on the reference desk including night and weekend rotations
 - Logan taught 36 classes encompassing GEP, EDI, CSC, HLS and high school extension classes in addition to graduate student orientation sessions at Drake Memorial Library and the MetroCenter
- Digitization of Course Materials
 - Provided guidance and assistance in digitizing VHS/DVD and audiocassettes; particularly in support of online courses.
- Instructional Technology Upgrades
 - New PC installed in Screening Room
 - New “instructor stations” installed in Rooms 225, 235, and 244 so that these rooms can support small group instruction and collaboration.
 - Kiefer Room technology upgrade this summer will bring Kiefer up to par with other first floor classrooms.

- Assisted with design and implementation of ETC Collaboratory.
- Assisted with selection and purchase of an HP color printer for student use in the Library beginning fall 2010.

Members of the Library Technology Team participated on a number of campus committees including CTC and the Web Advisory Committee. Additionally, Logan served as president of SUNYLA (the SUNY Library Association). Bob and Logan were also members of the 2009-2010 Online and Hybrid Faculty Learning Community facilitated by Pam Haibach.

All members of the Library Technology Team attended one or more conferences this past year and all members presented at one or more conference. These activities and efforts are documented in the individual annual reports.

Goals 2010-11:

- Put theses and other born digital information online including developing policies and implementation;
- Imaging project – explore library linkages;
- Continue pilot of Kindle and e-readers, including trial course adoption;
- Update LITS webpages.